



# Town of Lancaster

**BUILDING DEPARTMENT**  
 21 CENTRAL AVENUE  
 LANCASTER, NEW YORK 14086  
 716-684-4171  
 FAX 685-5317

6/17/2022

The Honorable Town Board  
 Town of Lancaster  
 21 Central Ave.  
 Lancaster, NY 14086

**Re: SPECIAL USE PERMIT RENEWAL**

Gregory Sojka/Greg's Tree Service  
 1230 Townline Rd.

Town Board Members,

The Lancaster Building and Zoning Department received a Site Plan Review Application on 6/17/2022, as conditioned in the Special Use Permit extension granted on December 20, 2022.

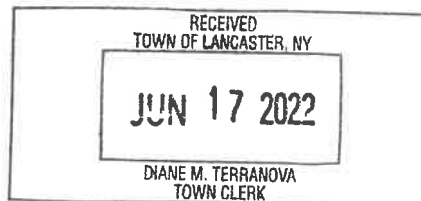
The request for a Special Use Permit Renewal can be granted for a Contractors Yard with Storage of tree grind material and firewood, in a General Industrial District as permitted in Town Code, Chapter 400-21 B (1) (h), with same 3 conditions originally listed on December 19, 2016.

Respectfully,

Matt Fischione, Code Enforcement Officer  
 Town of Lancaster Building Department  
 21 Central Avenue  
 Lancaster, NY 14086

MF

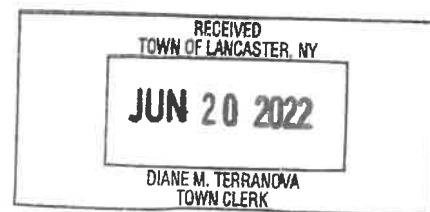
Cc: Diane Terranova, Town Clerk  
 Thomas Fowler, Jr., Town Attorney  
 Greg Sojka/Greg's Tree Service



**Diane Terranova**

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**From:** Mike Reinhold  
**Sent:** Saturday, June 18, 2022 1:40 PM  
**To:** Diane Terranova  
**Subject:** Lancaster Planning Board



Good afternoon,

This is a letter of interest for the open position on the town Planning Board.

I was asked by Mr. Adam Dickman to submit this letter of interest.

I have served on the Lancaster Village Planning Commission for the past 4 years and currently hold the Chairman position. I believe my extensive construction background and training will be a great asset to the position in the town as well.

Thank you for your consideration,

Mike Reinhold

DIANE M. TERRANOVA, TOWN CLERK  
TOWN OF LANCASTER  
21 CENTRAL AVE.  
LANCASTER, N.Y. 14086  
AREA CODE 1-716 683-9028

COPY

June 20, 2022

Matthew Fischione  
Code Enforcement Officer  
21 Central Avenue  
Lancaster, New York 14086

COPY

**Re: SPECIAL USE PERMIT -**  
5300 William Street

Dear Matt:

Enclosed is a copy of a letter from Joanne Rocco requesting a renewal of her Special Use Permit for a Home Occupation (Antiques, Home Décor and Handcrafted Retail Store) which will expire on August 3, 2022, on premises located at 5300 William Street.

Please inform the Town Board, the Town Attorney, and my office as to the applicant's compliance to all conditions stipulated in this permit so that a resolution to renew the Special Use Permit may be prepared for the next Town Board Meeting.

Sincerely yours,

OFFICE OF THE TOWN CLERK

  
Diane M. Terranova  
Town Clerk

DMT/dm

Encl.

cc: Tom Fowler, Town Attorney  
Town Board

COPY

COPY

COPY

June 19, 2022

Town Board  
c/o Town Clerk's Office  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086

Re: SPECIAL USE PERMIT RENEWAL  
5300 William Street

Dear Lancaster Town Board:

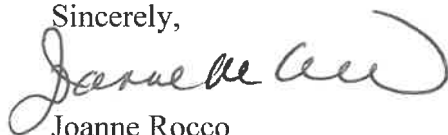
This letter serves as a request for renewal of the Special Use Permit, with conditions, for a home occupation on the above mentioned premises. The original permit was granted for a 2 year period on August 4, 2008 and renewed every 2 years after.

The permit is due to expire on August 3, 2022 and I would like to request a 2 year renewal through August 3, 2024.

Enclosed please find a copy of my Business Certificate.

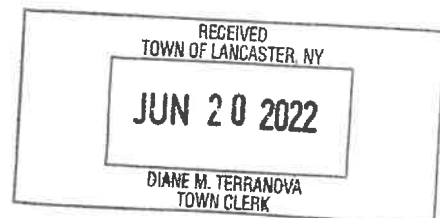
Thank you very much, this has been a great opportunity.

Sincerely,



Joanne Rocco  
5300 William Street  
Lancaster, NY 14086  
716-684-9162

Enclosure



# Business Certificate

I hereby certify that I am conducting or transacting business under the name or designation of Simple Pleasures & Homespun Treasures  
at 5300 William St

City or Town of Lancaster County of Erie State of New York

My full name is [print or type name; if under 21 years of age, state "I am ..... years of age."] Joanne M Rocco  
and I reside at 5300 William St Lancaster NY 14086

I further certify that I am the successor in interest to  
the person or persons heretofore using such name or names to carry on or conduct or transact  
business. DIA

In Witness Whereof, I have signed this certificate on AUG 28 2007

Joanne M Rocco

ACKNOWLEDGEMENT IN NEW YORK STATE (RPL 309-A)

ACKNOWLEDGEMENT OUTSIDE NEW YORK STATE (RPL 309-B)

State of New York  
County of ERIE } ss.:

State of  
County of } ss.:

On AUG 28 2007 before me, the undersigned,  
personally appeared Joanne M. Rocco  
personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

On before me, the undersigned,  
personally appeared  
personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument, and that such individual made such appearance before the undersigned in

(Insert city or political subdivision and state or county or other place acknowledgment taken)

Brian K Mayo  
(Signature and office of individual taking acknowledgment)  
Affix seal/stamp

Brian K Mayo  
(Signature and office of individual taking acknowledgment)  
Affix seal/stamp

Brian K Mayo  
COMMISSIONER OF DEEDS  
IN AND FOR THE CITY OF BUFFALO  
COUNTY OF ERIE, STATE OF NY  
MY COMMISSION EXPIRES 12/31/08



# Town of Lancaster

## Office of The Town Attorney

21 Central Avenue  
Lancaster, New York 14086  
(716) 684-3342  
Fax: (716) 681-7475

**THOMAS E. FOWLER, JR**  
*Town Attorney*

**Leza E. Braun**  
*Legal Assistant*

June 20, 2022

Mr. David Denk  
N.Y.S. DEC

Mr. Matt Salah  
Division of Sewerage Management

US Army Corps of Engineers  
SEQRA Referral

Mr. Ron Hays  
NYS D.O.T

Erie County Water Authority

DEP Office of Agriculture

Ms. Jennifer Delaney  
Erie County Health Department

Ms. Mariely Ortiz, Review Planner  
Erie County D.E.P.

Re: Lead Agency Designation;  
Rezoning from Agricultural Residential to General Commercial of  
00 Broadway St. (SBL No. 116.00-3-3.1)  
Proposed office and storage facility of hardwood flooring materials  
Town of Lancaster, County of Erie

All:

Please be advised that a private developer has submitted a rezoning application for the proposed construction of an office and storage facility of hardwood flooring materials, to be located at 00 Broadway St. (SBL No. 116.00-3-3.1) on a ±44-acre parcel and which has been determined to be a "Type 1" Action under SEQRA.

In accordance with the requirements of SEQRA, the Town of Lancaster has declared its intent to act as the SEQRA "Lead Agency" and provide for a coordinated review of the action.

As an involved or interested Agency, this notice is directed to you in accordance with the provisions of Article 8 of the Environmental Conservation Law and 6NYCRR Part 617 of the SEQRA implementing regulations to evaluate the following: (1) your agency's potential jurisdiction in the proposed action; (2) your agency's concurrence that the Town of Lancaster act as Lead Agency; and (3) issues that your agency believes should be addressed in the SEQRA process.

The developer has prepared Part 1 of the Long Environmental Assessment Form (EAF) in order to commence the review of the proposed project under SEQRA. A copy of which is enclosed along with a site map.

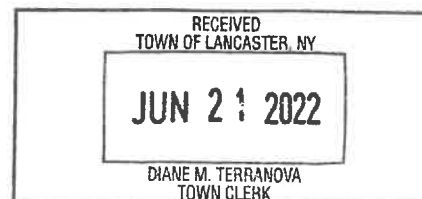
By SEQRA regulation, if the Town does not receive a reply from an agency within thirty (30) days of this notification, it will automatically assume the Lead Agency role.

Very truly yours,

Thomas E. Fowler, Jr., Esq.  
Town Attorney

TEF:lb  
Encs.

cc: PB Liaison (letter only)  
Town Clerk (letter only)  
Building Inspector (letter only)  
Town Engineer (letter only)  
Lancaster ZBA (letter only)



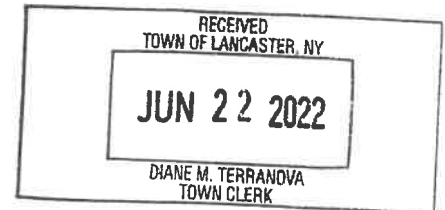
# Town of Lancaster

TOWN PLANNING BOARD  
21 Central Avenue  
Lancaster, New York 14086

June 15, 2022

Planning Board Members:

Neil Connelly, Chairman  
Rebecca Anderson  
John Copas  
Anthony Gorski  
Joseph Keefe  
Lawrence Korzeniewski



Town Board Members:

Ronald Ruffino, Sr., Supervisor  
Mark Burkard  
Adam Dickman  
Robert Leary  
David Mazur

Engineering Consultant:

Ed Schiller, Wm. Schutt & Associates

Town Attorney:

Thomas Fowler, Jr.

Town Highway Superintendent:

John Pilato

Building & Zoning Inspector:

Matthew Fischione

Ladies/Gentlemen:

Enclosed is a draft copy of the minutes from the Town of Lancaster Planning Board meeting which was held June 15, 2022. Please review it for errors and completeness. These minutes will not become final until approved at a subsequent Planning Board meeting and may be amended before approval.

Sincerely yours,

A handwritten signature in cursive script that reads "Neil R. Connelly".

Neil R. Connelly  
Planning Board Chairman

NRC:sg

A meeting of the Planning Board of the Town of Lancaster, Erie County, New York was held at Lancaster Town Hall, 21 Central Avenue, Lancaster, NY on the 15th day of June 2022 at 7:00 p.m. and there were present:

PRESENT: Neil Connelly, Chairman  
Rebecca Anderson, Member  
John Copas, Member  
Anthony Gorski, Member  
Joseph Keefe, Member  
Lawrence Korzeniewski, Member

EXCUSED: None

ABSENT: None

Town Board Members: Councilman David Mazur

Other Elected Officials: None

Town Staff: Thomas Fowler, Jr., Town Attorney  
Ed Schiller of Wm. Schutt & Assoc.  
Matt Fischione, Code Enforcement Officer  
Sherry Guarino, Recording Secretary



Meeting called to order by Chairman Neil Connelly at 7:00 p.m.

Pledge of Allegiance led by Chairman Neil Connelly.

Roll Call of Planning Board Members:

Chairman Neil Connelly- Present

Rebecca Anderson- Present

John Copas- Present

Anthony Gorski- Present

Joseph Keefe- Present

Lawrence Korzeniewski- Present

Minutes - A motion was made by Member John Copas to approve the minutes from the June 1, 2022 Planning Board Meeting. Motion seconded by Member Anthony Gorski.

**Motion carried.**

**TOWN OF LANCASTER PLANNING BOARD**

**COMMUNICATIONS LIST FOR JUNE 15, 2022**

- 6.15.01      SEQR response dated 6/03/22 from NYS DEC regarding 4401 Walden Ave.
- 6.15.02      SEQR response dated 6/09/22 from the Erie County Department of Health regarding 9 Division St.
- 6.15.03      SEQR response dated 6/10/22 from the NYS DOT regarding Robert James Sales at 4543 Walden Ave.
- 6.15.04      ZBA minutes from the 6/09/22 meeting.
- 6.15.05      Notice of Public Hearings to take place on 6/20/22 at 7:15 P.M. for Special Use Permits for cell tower located at Mohawk Place and Brazen Brewery at 5839 Genesee St.
- 6.15.06      Copy of resolution adopted by Town Board on 6/06/22 approving the site plan for the Soil Recycling Facility at 6125 Genesee St.
- 6.15.07      Memo dated 6/09/22 from John Pilato, Highway Superintendent, indicating no comment regarding amended site plan for Robert James Sales.

# **Planning Board Minutes**

## **SEQR Review**

**June 15, 2022**

The Planning Board held its meeting at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York on the 15<sup>th</sup> day of June 2022 at 7:06 p.m. and there were

PRESENT: NEIL CONNELLY, PLANNING BOARD CHAIRMAN  
REBECCA ANDERSON, PLANNING BOARD MEMBER  
JOHN COPAS, PLANNING BOARD MEMBER  
ANTHONY GORSKI, PLANNING BOARD MEMBER  
JOSEPH KEEFE, PLANNING BOARD MEMBER  
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER

EXCUSED: NONE

ALSO PRESENT: DAVID MAZUR, TOWN COUNCILMAN  
THOMAS FOWLER, JR., TOWN ATTORNEY  
EDWARD SCHILLER, ENGINEER, WM. SCHUTT & ASSOC.  
MATTHEW FISCHIONE, CODE ENFORCEMENT OFFICER  
SHERRY GUARINO, RECORDING SECRETARY

### **PURPOSE OF MEETING:**

**IN THE MATTER OF THE STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) OF THE  
SITE PLAN: CROSS CREEK PHASE 9, PROJECT #5055  
SBL# 94.15-1-23**

The Planning Board reviewed the Short Environmental Assessment Form with an item for item review and discussion of the project impact and magnitude as outlined on the Short Environmental Assessment Form entitled "Part 2 Impact Assessment" which was provided to each member.

**PLEASE TAKE NOTICE**, that the Planning Board of the Town of Lancaster, acting as an advisory committee to provide input to the Town Board, the designated Lead Agency under the State Environmental Quality Review Act (SEQRA), has reviewed the following described proposed action, which is an **Unlisted Action**, and that committee recommends that there are no significant adverse environmental impacts relative to the criteria found in 6 NYCRR §617.d, and further recommends that the Lead Agency issue a **Negative Declaration** for the purposes of Article 8 of the Environmental Conservation Law in accordance with §617.12.

**NAME AND ADDRESS OF LEAD AGENCY**

Lancaster Town Board  
21 Central Avenue  
Lancaster, New York 14086  
Thomas E. Fowler, Jr., Town Attorney  
716-684-3342

**NATURE, EXTENT AND LOCATION OF ACTION:**

The proposed development is of a parcel involving approximately 2.20 +/- acres.

The location of the premises being reviewed is 538 Pavement Rd., Lancaster, New York 14086, Erie County.

This project described as a 6 Lot Single-Family Subdivision on 2.20 acres. The site is properly zoned MFMU and includes all related site improvements as described in the project plans.

**THE FOLLOWING MOTION TO OFFER A NEGATIVE DECLARATION WAS OFFERED BY MEMBER ANTHONY GORSKI, WHO MOVED ITS ADOPTION, SECONDED BY MEMBER JOHN COPAS.**

**TO WIT:**

**REASONS SUPPORTING RECOMMENDATION**

1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations? **NO impact.**
2. Will the proposed action result in a change in the use or intensity of use of land? **NO impact**
3. Will the proposed action impair the character or quality of the existing community? **NO impact**
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)? **The Town of Lancaster has not established a Critical Environmental Area (CEA). N/A**
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway? **NO impact**
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities? **NO impact**

7. Will the proposed action impact existing:
    - a. Public/private water supplies? **NO impact**
    - b. Public/private wastewater treatment utilities? **NO impact**
  8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources? **NO impact**
  9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)? **NO impact.**
  10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems? **NO impact.**
  11. Will the proposed action create a hazard to environmental resources or human health? **NO impact**
- and,

**BE IT FURTHER**

**RESOLVED**, that the Planning Board recommendation be sent to the Town Board for its review and consideration as the Lead Agency for the Action.

The question of the adoption of the foregoing recommendation was duly put to a vote which resulted as follows:

NEIL CONNELLY, PLANNING BOARD CHAIRMAN	VOTED - YES
REBECCA ANDERSON, PLANNING BOARD MEMBER	VOTED - YES
JOHN COPAS, PLANNING BOARD MEMBER	VOTED - YES
ANTHONY GORSKI, PLANNING BOARD MEMBER	VOTED - YES
JOSEPH KEEFE, PLANNING BOARD MEMBER	VOTED - YES
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER	VOTED - YES

**The Motion to recommend was thereupon carried.**

June 15, 2022

**DISCUSSION** - The Fieldstream Subdivision located at 6061 Broadway Lancaster, New York 14086 wishes to move forward on the project. At their request Chairman Connelly motioned to schedule a Public Hearing for July 7, 2022 at 7:05 p.m.

**DETERMINATION**

Motion made by Chairman Connelly to set a Public Hearing on July 7, 2022 for the Fieldstream Subdivision Development. Motion seconded by Member Lawrence Korzeniewski.

Roll call as follows:

Chairman Neil Connelly- YES

Rebecca Anderson- YES

John Copas- YES

Anthony Gorski- YES

Joseph Keefe- YES

Lawrence Korzeniewski- YES

**Motion carried.**

**PRELIMINARY PLAT REVIEW – PROJECT #5055, CROSS CREEK PHASE 9, SBL# 94.15-1-23 LOCATED AT 538 PAVEMENT RD., 6 LOT SINGLE-FAMILY SUBDIVISION ON 2.20 ACRES THE SITE IS PROPERLY ZONED MFMU. IT INCLUDES ALL RELATED SITE IMPROVEMENTS AS DESCRIBED IN THE PROJECT PLANS.**

The site review was previously approved on June 1, 2022 by the Planning Board.

**DETERMINATION**

Based on the information presented to the Planning Board a motion was made by Chairman Neil Connelly to recommend re-approval of the project to the Town Board. Motion seconded by Member John Copas.

Roll call as follows:

Chairman Neil Connelly- YES

Rebecca Anderson- YES

John Copas- YES

Anthony Gorski- YES

Joseph Keefe- YES

Lawrence Korzeniewski- YES

**Motion carried.**

**AMENDED SITE PLAN REVIEW- PROJECT #4642, TRY-IT DISTRIBUTING, CNG STATION PARKING LOT, S.B.L. #105.00-2-2.13/A & S.B.L#105.00-2-9.13/B, LOCATED AT 4155 WALDEN AVE., CONSTRUCT A COMMERCIAL PARKING LOT TO HOLD A MAX. OF 35 BOX TRUCKS (12'X40'), 20 DAY CABS (12'X25') AND 25 PASSENGER VEHICLES (9'X20'), AREA LIGHTING, PERMANENT SWM FACILITIES, A PERIMETER CHAIN LINK FENCE AND TWO CARD ACCESS MOTORIZED SECURITY GATES, PROJECT WILL SUPPORT LOCAL CNG DELIVERY TRUCKS.**

Due to a SEQR not being completed and the Town not receiving the filing of the O&M agreements this project was taken off today's agenda.

**SITE REVIEW – PROJECT #2210, BROADWAY AND BOWEN DEVELOPMENT, S.B.L. 116.31-1-3 LOCATED AT 5827 BROADWAY (US ROUTE 20) MOTEL AND MIXED-USE FACILITY, COMMERCIAL SPACE AND COFFEE SHOP ON FIRST FLOOR**

Chairman Connelly stated that the Broadway and Bowen Development project appeared in front of the Zoning Board of Appeals and variances were approved. Thomas Fowler, Jr., Lancaster Town Attorney, advised the Board that his office has not received the final Storm Water Agreement from Mr. James and because of this the project is unable to go in front of the Town Board without the filing. Mr. Fowler informed Mr. James that the Supervisor's Office has signed the Agreement and it was sent back to Mr. James to be recorded with the Clerk's Office.

#### **DETERMINATION**

A motion was made by Member John Copas to recommend approval to the Town Board after the Attorney's Office receives the final Storm Water Agreement. Motion seconded by Member Rebecca Anderson.

Roll call as follows:

Chairman Neil Connelly- YES

Anthony Gorski- YES

Rebecca Anderson- YES

Joseph Keefe- YES

John Copas- YES

Lawrence Korzeniewski- YES

**Motion carried.**

**DISCUSSION – Approve Local Law 400-75 (D) (9) Site Plan Review of the Town Code to include recommendations be provided by the Town's Planning Board prior to granting an extension.**

Chairman Connelly noted this Local Law was previously approved at an earlier Planning Board Meeting. SEQR will be required due it being a Type I Action.

No discussion.

# **Planning Board Minutes**

## **SEQR Review Local Law**

### **June 15, 2022**

The Planning Board held its meeting at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York on the 15<sup>th</sup> day of June 2022 at 7:11 p.m. and there were

**PRESENT:** NEIL CONNELLY, PLANNING BOARD CHAIRMAN  
REBECCA ANDERSON, PLANNING BOARD MEMBER  
JOHN COPAS, PLANNING BOARD MEMBER  
ANTHONY GORSKI, PLANNING BOARD MEMBER  
JOSEPH KEEFE, PLANNING BOARD MEMBER  
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER

**EXCUSED:** NONE

**ALSO PRESENT:** DAVID MAZUR, COUNCILMEMBER  
THOMAS FOWLER, JR., TOWN ATTORNEY  
ED SCHILLER, ENGINEER, WM. SCHUTT & ASSOC.  
MATTHEW FISCHIONE, CODE ENFORCEMENT OFFICER  
SHERRY GUARINO, RECORDING SECRETARY

**PURPOSE OF MEETING:**

**IN THE MATTER OF THE STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) OF THE  
SITE PLAN REVIEW: LOCAL LAW 400-75 (D) (9)  
TOWN CODE TO GRANT AN EXTENSION**

The Planning Board reviewed the Full Environmental Assessment Form with an item for item review and discussion of the project impact and magnitude as outlined on the Full Environmental Assessment Form entitled "Part 1 Identification of Potential Project Impacts" which was provided to each member.

**PLEASE TAKE NOTICE**, that the Planning Board of the Town of Lancaster, acting as an advisory committee to provide input to the Town Board, the designated Lead Agency under the State Environmental Quality Review Act (SEQRA), has reviewed the following described proposed action, which is an **Type 1 Action**, and that committee recommends that there are no significant adverse environmental impacts relative to the criteria found in 6 NYCRR §617.d, and further recommends that the Lead Agency issue a **Negative Declaration** for the purposes of Article 8 of the Environmental Conservation Law in accordance with §617.12.



**NAME AND ADDRESS OF LEAD AGENCY**

Lancaster Town Board  
21 Central Avenue  
Lancaster, New York 14086  
Thomas E. Fowler, Jr., Town Attorney  
716-684-3342

**NATURE, EXTENT AND LOCATION OF ACTION:**

Approval of Local Law 400-75 (D) (9) Site Plan Review of the Town Code to include recommendations to be provided by the Town's Planning Board prior to granting an extension.

**THE FOLLOWING MOTION TO OFFER A NEGATIVE DECLARATION WAS OFFERED  
BY MEMBER LAWRENCE KORZENIEWSKI, WHO MOVED ITS ADOPTION, SECONDED BY  
MEMBER REBECCA ANDERSON,**

**TO WIT:**

**REASONS SUPPORTING RECOMMENDATION**

- 1. Impact on Land – NO impact.**
- 2. Impact on Geological Features – NO impact**
- 3. Impacts on Surface Water – NO impact.**
- 4. Impact on Groundwater – NO impact**
- 5. Impact on Flooding – No impact**
- 6. Impact on Air – NO impact**
- 7. Impact on Plants and Animals –NO impact**
- 8. Impact on Agricultural Resources – NO impact**
- 9. Impact on Aesthetic Resources – No impact**
- 10. Impact on Historic and Archeological Resources –NO impact**
- 11. Impact on Open Space and Recreation – NO impact**
- 12. Impact on Critical Environmental Areas – N/A**
  - The Town of Lancaster has not established a Critical Environmental Area (CEA).**
- 13. Impact on Transportation – NO impact**
- 14. Impact on Energy – NO impact**
- 15. Impact on Noise, Odor and Light – NO impact**
- 16. Impact on Human Health – NO impact**
- 17. Consistency with Community Plans – NO impact.**
  - a.) The proposed action is inconsistent with local land use plans or rezoning regulations – NO impact**
    - This is a less intense zoning for this area.**

**18. Consistency with Community Character – NO impact**

**a.) The proposed action may create a demand for additional community services (e.g., schools, police, and fire) – NO impact**

**b.) The proposed action is inconsistent with the predominant architectural scale and character - NO impact.**

and,

**BE IT FURTHER**

**RESOLVED**, that the Planning Board recommendation be sent to the Town Board, for its review and consideration as the Lead Agency for the Action.

The question of the adoption of the foregoing recommendation was duly put to a vote which resulted as follows:

NEIL CONNELLY, PLANNING BOARD CHAIRMAN	VOTED - YES
REBECCA ANDERSON, PLANNING BOARD MEMBER	VOTED - YES
JOHN COPAS, PLANNING BOARD MEMBER	VOTED - YES
ANTHONY GORSKI, PLANNING BOARD MEMBER	VOTED - YES
JOSEPH KEEFE, PLANNING BOARD MEMBER	VOTED - YES
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER	VOTED - YES

**The Motion to recommend was thereupon carried.**

The following Motion was made by Chairman Neil Connelly to move to recommend approval of Local Law 400 – 75 (D) (9). Motion seconded by Member Anthony Gorski.

**Motion Carried.**

June 15, 2022

**DISCUSSION - Approve Local Law amending the Code of the Town of Lancaster by updating and correcting requirements for home occupations within the Residential Districts and Zoning 400 Attachment 1, Schedule A**

No discussion.

**Planning Board Minutes**  
**SEQR Review Local Law**  
**June 15, 2022**

The Planning Board held its meeting at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York on the 15<sup>th</sup> day of June 2022 at 7:16 p.m. and there were

PRESENT: NEIL CONNELLY, PLANNING BOARD CHAIRMAN  
REBECCA ANDERSON, PLANNING BOARD MEMBER  
JOHN COPAS, PLANNING BOARD MEMBER  
ANTHONY GORSKI, PLANNING BOARD MEMBER  
JOSEPH KEEFE, PLANNING BOARD MEMBER  
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER

EXCUSED: NONE

ALSO PRESENT: DAVID MAZUR, COUNCILMEMBER  
THOMAS FOWLER, JR., TOWN ATTORNEY  
ED SCHILLER, ENGINEER, WM. SCHUTT & ASSOC.  
MATTHEW FISCHIONE, CODE ENFORCEMENT OFFICER  
SHERRY GUARINO, RECORDING SECRETARY

PURPOSE OF MEETING:

**IN THE MATTER OF THE STATE ENVIRONMENTAL QUALITY REVIEW (SEQR) OF THE  
SITE PLAN REVIEW: LOCAL LAW UPDATE/CORRECTION  
REQUIREMENTS FOR RESIDENTIAL HOME OCCUPATIONS  
ZONING 400 ATTACHMENT 1, SCHEDULE A**

The Planning Board reviewed the Full Environmental Assessment Form with an item for item review and discussion of the project impact and magnitude as outlined on the Full Environmental Assessment Form entitled "Part 1 Identification of Potential Project Impacts" which was provided to each member.

**PLEASE TAKE NOTICE**, that the Planning Board of the Town of Lancaster, acting as an advisory committee to provide input to the Town Board, the designated Lead Agency under the State Environmental Quality Review Act (SEQRA), has reviewed the following described proposed action, which is an **Type 2 Action**, and that committee recommends that there are no significant adverse environmental impacts relative to the criteria found in 6 NYCRR §617.d, and further recommends that the Lead Agency issue a **Negative Declaration** for the purposes of Article 8 of the Environmental Conservation Law in accordance with §617.12.

**NAME AND ADDRESS OF LEAD AGENCY**

Lancaster Town Board  
21 Central Avenue  
Lancaster, New York 14086  
Thomas E. Fowler, Jr., Town Attorney  
716-684-3342

**NATURE, EXTENT AND LOCATION OF ACTION:**

Approval of Local Law 400-75 (D) (9) Site Plan Review of the Town Code to include recommendations to be provided by the Town's Planning Board prior to granting an extension.

**THE FOLLOWING MOTION TO OFFER A NEGATIVE DECLARATION WAS OFFERED  
BY MEMBER JOHN COPAS, WHO MOVED ITS ADOPTION, SECONDED BY MEMBER  
LAWRENCE KORZENIEWSKI,**

**TO WIT:**

**REASONS SUPPORTING RECOMMENDATION**

- 1. Impact on Land – NO impact.**
- 2. Impact on Geological Features – NO impact**
- 3. Impacts on Surface Water – NO impact.**
- 4. Impact on Groundwater – NO impact**
- 5. Impact on Flooding – No impact**
- 6. Impact on Air – NO impact**
- 7. Impact on Plants and Animals –NO impact**
- 8. Impact on Agricultural Resources – NO impact**
- 9. Impact on Aesthetic Resources – No impact**
- 10. Impact on Historic and Archeological Resources –NO impact**
- 11. Impact on Open Space and Recreation – NO impact**
- 12. Impact on Critical Environmental Areas – N/A**
  - The Town of Lancaster has not established a Critical Environmental Area (CEA).**
- 13. Impact on Transportation – NO impact**
- 14. Impact on Energy – NO impact**
- 15. Impact on Noise, Odor and Light – NO impact**
- 16. Impact on Human Health – NO impact**
- 17. Consistency with Community Plans – NO impact.**
  - a.) The proposed action is inconsistent with local land use plans or rezoning regulations – NO impact**
    - This is a less intense zoning for this area.**

**18. Consistency with Community Character – NO impact**

a.) The proposed action may create a demand for additional community services (e.g., schools, police, and fire) – NO impact

b.) The proposed action is inconsistent with the predominant architectural scale and character - NO impact.

and,

**BE IT FURTHER**

**RESOLVED**, that the Planning Board recommendation be sent to the Town Board, for its review and consideration as the Lead Agency for the Action.

The question of the adoption of the foregoing recommendation was duly put to a vote which resulted as follows:

NEIL CONNELLY, PLANNING BOARD CHAIRMAN	VOTED - YES
REBECCA ANDERSON, PLANNING BOARD MEMBER	VOTED - YES
JOHN COPAS, PLANNING BOARD MEMBER	VOTED - YES
ANTHONY GORSKI, PLANNING BOARD MEMBER	VOTED - YES
JOSEPH KEEFE, PLANNING BOARD MEMBER	VOTED - YES
LAWRENCE KORZENIEWSKI, PLANNING BOARD MEMBER	VOTED - YES

**The Motion to recommend was thereupon carried.**

The following motion was made by Chairman Neil Connelly to move to recommend approval to update and correct requirements for home occupations within the residential district and zoning 400 Attachment 1, Schedule A. Motion seconded by Member Anthony Gorski.

**Motion Carried.**

June 15, 2022

Motion made by Member John Copas at 7:38 p.m. to adjourn the meeting. Seconded by Member Lawrence Korzeniewski.

**Motion Carried.**

## MEMO

TO: Honorable Town Board  
Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: June 15, 2022

RE: Cross Creek Phase 9 SBL# 94.15-1-23

PROJECT #: 5055

---

LOCATION: 538 Pavement Rd.

TYPE: Preliminary Plat Review

RECOMMENDATION: APPROVE

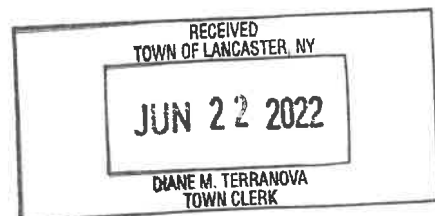
Roll call vote:

Chairman Connelly-Yes  
Rebecca Anderson-Yes  
John Copas-Yes

Anthony Gorski-Yes  
Joseph Keefe-Yes  
Lawrence Korzeniewski-Yes

CONDITION: N/A

CONCERNS: N/A





## MEMO

TO: Honorable Town Board  
Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: June 15, 2022

RE: Broadway and Bowen Development SBL# 116.31-1-3

PROJECT #: 2210

---

LOCATION: 5827 Broadway (US Route 20)

TYPE: Site Review

RECOMMENDATION: APPROVE

Roll call vote:

Chairman Connelly-Yes

Rebecca Anderson-Yes

John Copas-Yes

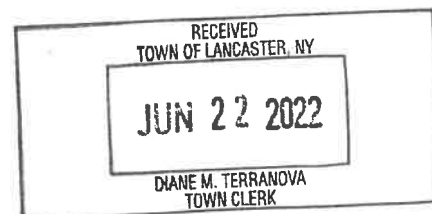
Anthony Gorski-Yes

Joseph Keefe-Yes

Lawrence Korzeniewski-Yes

CONDITION: N/A

CONCERNS: N/A



FROM: The Town of Lancaster Planning Board

DATE: June 15, 2022

RE: Local Law 400-75 (D) (9)

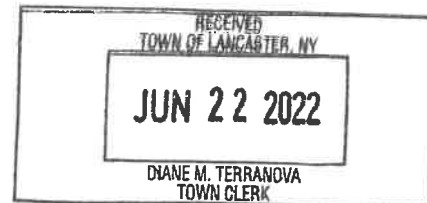
PROJECT #:

---

LOCATION:

TYPE: SEQR Review

RECOMMENDATION: APPROVED



Roll call vote:

Chairman Connelly-Yes

Rebecca Anderson-Yes

John Copas-Yes

Anthony Gorski-Yes

Joseph Keefe-Yes

Lawrence Korzeniewski-Yes

CONDITION: N/A

CONCERNS: N/A

## MEMO

TO: Honorable Town Board  
Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: June 15, 2022

RE: Home Occupation Law and Zoning 400 Attachment 1, Schedule A

PROJECT #:

---

LOCATION:

TYPE: SEQR Review

RECOMMENDATION: APPROVED

Roll call vote:

Chairman Connelly-Yes

Rebecca Anderson-Yes

John Copas-Yes

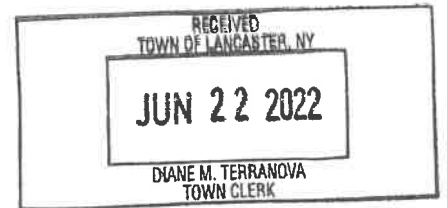
Anthony Gorski-Yes

Joseph Keefe-Yes

Lawrence Korzeniewski-Yes

CONDITION: N/A

CONCERNS: N/A



## MEMO

TO: Honorable Town Board  
Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: June 15, 2022

RE: Cross Creek Phase 9 SBL# 94.15-1-23

PROJECT #: 5055

---

LOCATION: 538 Pavement Rd.

TYPE: SEQR Review

RECOMMENDATION: APPROVE

Roll call vote:

Chairman Connelly-Yes

Rebecca Anderson-Yes

John Copas-Yes

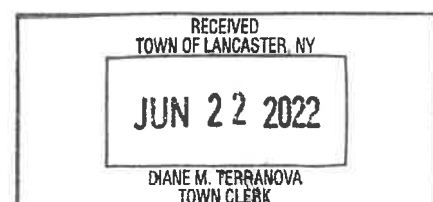
Anthony Gorski-Yes

Joseph Keefe-Yes

Lawrence Korzeniewski-Yes

CONDITION: N/A

CONCERNS: N/A



T.C. Comm.

T.A. Reso.



Civil Engineering  
Environmental Engineering  
Municipal Engineering  
Land Surveying



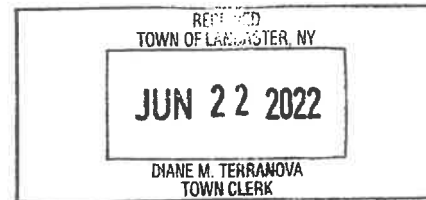
Project Management  
Construction Support Services  
Landscape Architecture  
SWPPP Services

437

June 20, 2022

Honorable Town Board  
Town of Lancaster  
Lancaster, NY 14086

Re: **Award of Contract**  
Exterior Fencing  
Dog Control Facility



Dear Board Members:

In June of 2019, the Town received a Grant of \$125,000 from NYS for the work at the Historic Building and Exterior Fencing at the Dog Control Facility. The breakdown was \$115,000 for the Historic Building and \$10,000 for the fencing. As part of the new Dog Control Facility undertaking, we sent out for Quote, the installation of the outside fencing. It was not part of the Grant received for the Facility itself.

Originally, five (5) Quotes were requested and two (2) were received. The fence was re-quoted with a lower Umbrella Insurance Limit of \$3,000,000.00. Only one response was received. The Town has met with the contractor and made minor revisions to the layout.

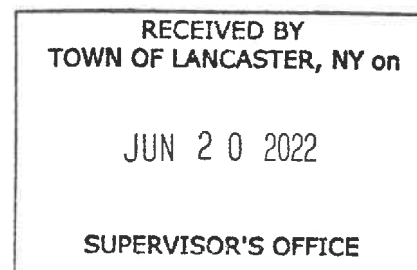
We now recommend Award to Iroquois Fence, Inc., 51 North America Dr., West Seneca, NY 14224 in the amount of \$12,350.00. (Please note if paid via Credit Card the price is \$12,785.00)

We request a Resolution to Award the Fencing Contract to Iroquois Fence, Inc., 51 North America Dr., West Seneca, NY 14224 in the amount of \$12,350.00.

Respectfully submitted,

Edward Schiller, P.E.  
Town Engineer

cc Town Clerk  
Town Attorney  
Dog Control Officer



22-06-20-06168G-J3 Exterior Fence-TB-l-rec of award-es



# IROQUOIS FENCE, INC.

51 North America Drive  
West Seneca, New York 14224  
Phone: 674-5745 Fax: 674-3557

[www.IroquoisFence.com](http://www.IroquoisFence.com)

[Sales@IroquoisFence.com](mailto:Sales@IroquoisFence.com)

Name Town of Lancaster Home Ph \_\_\_\_\_ Date 6/24/22  
Address 21 Central Ave City Lancaster Work Ph \_\_\_\_\_  
Work Site Town of Lancaster Dog Control Facility, 525 Pavement Rd, Lancaster, NY 14086  
Cross Streets \_\_\_\_\_ Zip 14086

CHAIN LINK	NOTES	ORNAMENTAL
Total ft <u>130'</u> Height <u>6'</u> Wire <u>Galvanized</u> Terms <u>2-1/2", 3"</u> Lines <u>2"</u> Top rail <u>1-5/8"</u> Gates <u>1-4', 1-10' DD</u> Other: -Install 3 strands of top tension wire (no barbs) -Install fence to existing grade -Prevailing wage	"Town of Lancaster will be listed as additionally insured on all Liability policies, including General Liability, Automobile and any Umbrella/Excess coverage. Insurance should cover ongoing and completed operations and should be written on a Primary and Non-Contributory basis"	Type _____ Total ft _____ Height _____ Style _____ Posts _____ Gates _____ Color _____ Other: _____
<b>WOOD</b> Total ft _____ Height _____ Style _____ Type _____ Gates _____ Post _____ Facing: In <input type="checkbox"/> Out <input type="checkbox"/> Other: _____	<p>Remove Existing Fence: Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Type _____            Total Cost – If Paying w/ Credit: <u>\$12,785.00</u>            Total Cost – If Paying w/ Check: <u>\$12,350.00</u>            Deposit: _____ Balance: _____</p>	<b>VINYL</b> Total ft _____ Height _____ Style _____ Texture _____ Color _____ Gates _____ Caps _____ Other: _____

Customer agrees to provide a lot survey, applicable building permit, and applicable variance. If a lot survey is not provided, customer assumes all responsibility for location and accuracy of lot lines. Iroquois Fence, Inc. will call to have the public underground utilities located. Customer assumes all responsibility for the location and accuracy of all unmarked utilities – both public and private (including, but not limited to...gas, electric, cable, phone, satellite, pool equipment, sprinkler system, drain tile, etc.). Iroquois Fence, Inc. will not be held liable for any damage, subsequent repair, and/or loss of goods and services, resulting from damage to unmarked, or incorrectly marked, utilities/lines. Owner may cancel contract, with no penalty, within 3 business days of signing. Please pay balance, in full, upon completion.

**All excavated dirt will remain on site.**

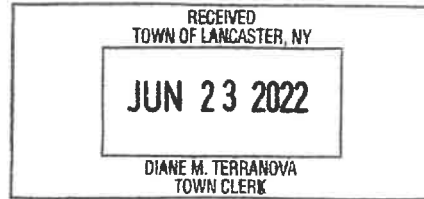
I have read and agree to the terms in this paragraph. \_\_\_\_\_ Initial

Print \_\_\_\_\_

Sales Professional Dan Reardon

Sign \_\_\_\_\_

Date \_\_\_\_\_



Dear Ms. Terranova and the Lancaster Town Board,

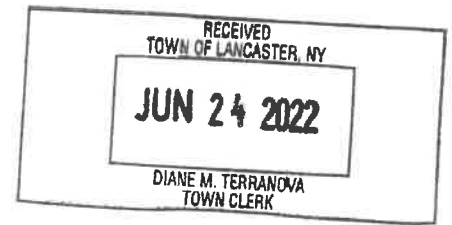
Thank you so much for the Memorial Resolution for William J. Faulhaber. It was a distinct recognition and we appreciate this kind gesture at this most difficult time.

The Family of  
William J. Faulhaber

June 24, 2022

Lancaster Town Board

RE: Livestreaming pre-meeting work sessions



Honorable Town Board Members:

The Lancaster Bee report titled Town councilmember and supervisor clash over FEMA grant process precipitated this correspondence and request.

The Bee report focused on a disagreement between Supervisor Ron Ruffino and Councilmember Robert Leary on how a FEMA grant application was filed and whether it followed proper procedure.

Had the Bee reporter not been at the work session that precedes the regular meeting some of the information in the report would not have been available to the public. Unlike the livestreamed town board meeting the work session is held in a small adjoining antechamber which allows but for few attendees.

Having watched the town board meeting livestreamed and after reading the Bee report, I found it necessary to contact and speak to a few work session attendees for clarification on what was covered in the work session. I heard that not only was the disputed FEMA grant resolution discussed and disputed by Supervisor Ruffino and Councilmember Leary, but of two resolutions that were pulled and reasons why, and a dog shelter update by Code Enforcement Officer Matt Fischione where a 'temporary' Occupancy Permit had been issued – whatever that means.

Yet at the 'regular' portion of the meeting attendees heard no board or committee reports on what transpired at the work session – nor those watching the livestreamed meeting.

Unable to attend town board meetings as I religiously had over 20 years I have seen the progress the town has made in bringing openness and transparency to the public by updating and improving its website and livestreaming its town board meetings. When attending town board meetings I well remember the value of attending pre-meeting work sessions and the information gleaned from those sessions.



The board has been remiss in presenting reports with work session information and updates that reflect its efforts and project status. I would suggest the board report to the public on work session town business at the regular meeting. Better yet, as the work sessions are open to the public, I suggest the board investigate holding its pre-meeting work sessions in the main room and livestream the event. It was done during the Fudoli administration.

Politicos always promise openness and transparency. This would be the next step in delivering that promise.

Respectfully,  
Lee Chowaniec  
Lancaster, NY

CC:  
Town Attorney Thomas Fowler



DIANE M. TERRANOVA  
*Town Clerk*

# Town of Lancaster

21 CENTRAL AVENUE  
LANCASTER, NEW YORK 14086  
WWW.LANCASTERNY.GOV

CLERK'S OFFICE  
PHONE: (716) 683-9028  
FAX: (716) 683-2094

TAX OFFICE  
PHONE: (716) 683-1328  
FAX: (716) 681-7059

June 27, 2022

Honorable Town Board  
Town of Lancaster  
21 Central Avenue  
Lancaster, New York 14086

Dear Board Members:

I would like to fill the Clerk Typist vacancy in the Tax Department of the Office of the Town Clerk. This vacancy occurred due to the retirement of Roseann Brunstad on June 1, 2022.

This position was properly posted in all departments of the Town of Lancaster for the period required in Section 23.8 of the White-Collar Collective Bargaining Agreement of the Town of Lancaster. Additionally, I wish to point out that I consulted with Lisa Zajac in this matter to assure that Civil Service laws and the White-Collar Contract were adhered to.

Karen Loecher, \_\_\_\_\_ Lancaster, New York, was canvassed according to the current Civil Service list, expressed her interest in making a transfer from the Town Clerk's Office to the competitive position of Clerk Typist in the Tax Department of the Office of the Town Clerk.


Ms. Loecher has been employed in the Town Clerk's Office serving as Deputy Town Clerk since January 1, 2016, and has direct knowledge and experiences of both offices. Therefore, I feel that she will be an asset to the Tax Department.

I respectfully request that Karen Loecher be appointed Clerk Typist in the Tax Department of the Office of the Town Clerk at the current CSEA contracted salary of \$48,172.00, effective August 1, 2022.

Thank you for your consideration.

Sincerely yours,

OFFICE OF THE TOWN CLERK

  
Diane M. Terranova, R.M.C.  
Town Clerk

DMT/dm

cc: Scott Pease, President CSEA  
Sherry Guarino  
Karen Loecher

Civil Engineering  
Environmental Engineering  
Municipal Engineering  
Land Surveying



Project Management  
Construction Support Services  
Landscape Architecture  
SWPPP Services

T.C. Comm.  
T.A. Reso.

June 22, 2022

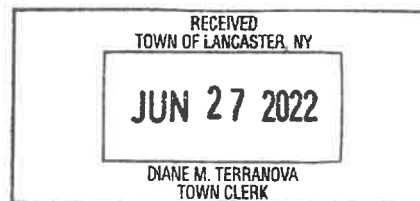
Honorable Town Board  
Town of Lancaster  
Lancaster, NY 14086

Re: Lancaster Dog Control Facility  
Change Order 5R

Dear Board Members,

As requested, MGR Constructors, Inc. has submitted Change Order 5 Revised for the above referenced project. Change Order 5 is for:

- Addition of a Dog Wash Station in garage including water supply and sanitary connection.
- Addition of Hose Bib in garage with hot water.
- Increasing floor slope in kennels
- Addition of counter in Exam Room
- Raising floor tub in Kennel Area (no charge)



The cost of Change Order #5 is \$10,132.00.

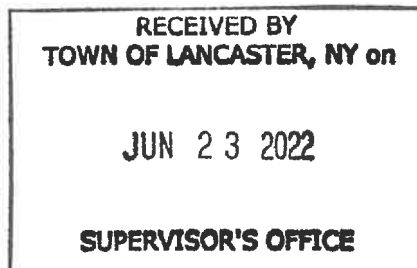
We have reviewed the Change Order and recommend approval.

It is requested the attached be approved. Should you have any questions, please do not hesitate to contact me.

Very truly yours

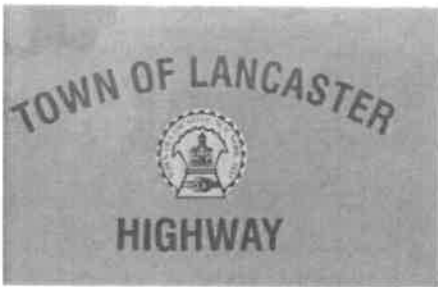
Edward M. Schiller, PE  
Town Engineer

CC Town Clerk  
Town Attorney



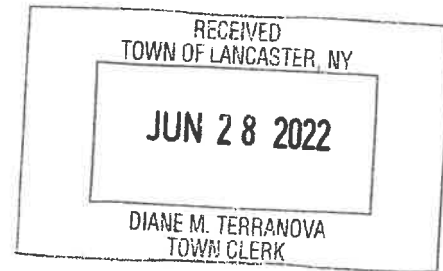
T.C. Comm.  
T.A. Reso.  
(R)

442



**TOWN OF LANCASTER  
HIGHWAY DEPARTMENT  
525 PAVEMENT ROAD  
LANCASTER, NY 14086**

**John Pilato  
Highway Superintendent  
Tel (716)683-3426  
Fax (716)685-0271**



June 24, 2022

Honorable Town Board  
21 Central Avenue  
Lancaster, NY 14086

Re: New and Unused Remote Controlled Tracked Mower

Dear Honorable Town Board:

I respectfully request that the Town Board sponsor a resolution to purchase one New and Unused Remote Controlled Tracked Mower. The price of the New and Unused Remote Controlled Tracked Mower is \$59,995.00. The bid opening was on Thursday, June 23, 2022, at 10:00 am with one bidder, J&J Equipment, 8913 Terex Drive, Brewerton, NY, 13029. This New and Unused Remote Controlled Tracked Mower will be paid from Highway Budget Line Item 13-5110-0220 Passenger Vehicles.

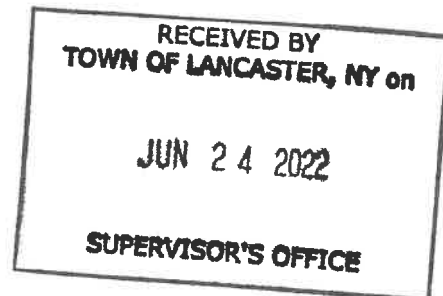
If you have any further questions, please do not hesitate to contact me.

Respectfully yours,

John Pilato  
Highway Superintendent  
Town of Lancaster

JP/kak

Cc: Pamela Cuvillo, Director of Administration  
Ronald Ruffino, Town Supervisor  
Thomas Fowler, Town Attorney  
Diane Terranova, Town Clerk



**SUPERVISOR**  
Ronald Ruffino Sr.

**COUNCIL MEMBERS**  
Adam Dickman  
David Mazur  
Robert Leary  
Mark Burkard

T.C-Comm.  
T.A. Reso.  
(P)



**Deputy Highway Superintendent**  
Michelle Barbaro

525 Pavement Road  
Lancaster, NY 14086  
716-684-3320 phone  
716-685-3497 fax

June 27, 2022

**COMMUNICATIONS**

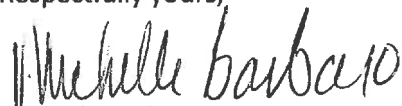
Honorable Town Board  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086

Dear Honorable Town Board:

I would appreciate your support in sponsoring a resolution to replace the Compressor at the Police Department. We sent a request for proposal to three vendors with only one company able to provide a quote to us. Greater Niagara Mechanical, Inc., 7311 Ward Road, North Tonawanda, NY, 14120 was the only quote we received in the amount of \$8,655.00. The funds for this will be taken from Account 01.1620.0260. I have attached all necessary insurance certificates.

Should you require any further information, please do not hesitate to contact me.

Respectfully yours,

  
Michelle Barbaro  
Deputy Highway Superintendent  
Town of Lancaster

MB/jw

Enc

Cc: Ronald Ruffino, Town Supervisor  
Thomas Fowler, Jr., Town Attorney  
Diane Terranova, Town Clerk



T.C. Comm.  
(P)

444

# VILLAGE OF LANCASTER

MAYOR LYNNE T. RUDA

MUNICIPAL BUILDING  
5423 BROADWAY  
LANCASTER, NY 14086



TELEPHONE: (716) 909-0082  
LRUDA@LANCASTERVILLAGE.ORG

June 16, 2022

Supervisor Ronald Ruffino, Sr.  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086



Dear Supervisor Ruffino:

As you know, Village Historian and former Town Historian Edward Mikula passed away recently. Mr. Mikula came to Lancaster with his family at the age of 7 and lived on Lake Avenue during the Great Depression. He was a World War II Navy Veteran, married to his wife Mildred for 63 years with whom they raised 3 children including one who still lives in Lancaster. Ed served as a Village Trustee for 8 years, and then also served as a school crossing guard. The late Supervisor Stanley Keysa appointed Mr. Mikula to the position of Town Historian in 1964 and he continued his dedication to the history of Lancaster ever since then with his last visit to the Lancaster Historical Society Building at the age of 95.

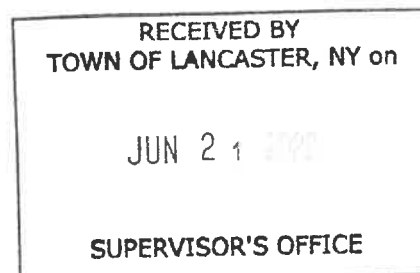
In recognition for all of his hard work, love, and dedication to the history of Lancaster and its community, the Village Board adopted a resolution at its June 13<sup>th</sup> board meeting to hereby request that the Town of Lancaster honor Mr. Mikula for these efforts including consideration of renaming the Lancaster Historical Museum in his memory.

Thank you for your consideration in this matter. Please do not hesitate to contact me to discuss or if you have any questions.

Very truly yours,

Lynne T. Ruda  
Mayor

Cc: Village Board of Trustees





# Town of Lancaster

BUILDING DEPARTMENT  
21 CENTRAL AVENUE  
LANCASTER, NEW YORK 14086  
716-684-4171  
FAX 685-5317

June 28, 2022

Honorable Town Board  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086

RE: Assistant Code Enforcement Officer Appointment

The Town of Lancaster Building Department has selected a candidate to fill an Assistant Code Enforcement Officer position as budgeted for 2022.

If it pleases the Board, I request the appointment of Craig Blanchard, \_\_\_\_\_, Lancaster, NY 14086 for that position with a start date of July 5, 2022.

If you have any concern regarding this matter, please feel free to contact me.

Sincerely,

Matt Fischione, Code Enforcement Officer  
Town of Lancaster Building Department  
21 Central Avenue  
Lancaster, NY 14086

MF

RECEIVED BY  
TOWN OF LANCASTER, NY on

JUN 28 2022

SUPERVISOR'S OFFICE

RECEIVED  
TOWN OF LANCASTER, NY

JUN 28 2022

DIANE M. TERRANOVA  
TOWN CLERK

**SUPERVISOR**  
Ronald Ruffino Sr.

**COUNCIL MEMBERS**  
Adam Dickman  
David Mazur  
Robert Leary  
Mark Burkard

T.C. Comm.  
T.A. Reso.  
(P)



446  
**Deputy Highway Superintendent**  
Michelle Barbaro

525 Pavement Road  
Lancaster, NY 14086  
716-684-3320 phone  
716-685-3497 fax

June 29, 2022

**COMMUNICATIONS**

Honorable Town Board  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086

Dear Honorable Town Board:

I would appreciate if you would sponsor a resolution allowing Lancaster Depew Baseball to hold a Chicken Barbecue with Carrubba's Chicken Pit, at Westwood Park, Sunday, July 10, 2022. Attached, please find all required certificates.

If you have any questions or concerns, please do not hesitate to contact me.

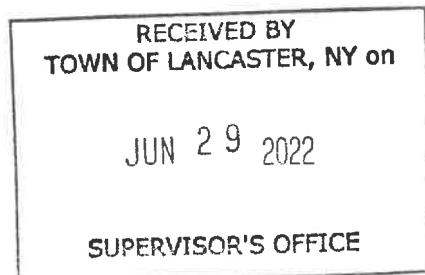
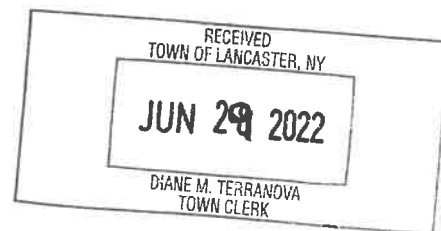
Respectfully submitted,

Michelle Barbaro  
Deputy Highway Superintendent  
Town of Lancaster

MB/tk

Enc.

Cc: Ronald Ruffino, Sr., Supervisor  
Pamela Cuiello, Director of Finance  
Kevin Loftus, Town Attorney  
Leza Braun, Legal Assistant  
Diane Terranova, Town Clerk





Civil Engineering  
Environmental Engineering  
Municipal Engineering  
Land Surveying



Project Management  
Construction Support Services  
Landscape Architecture  
SWPPP Services

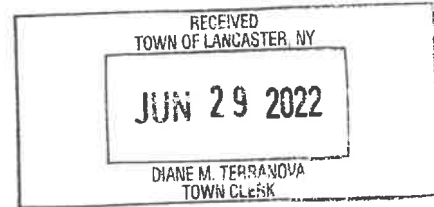
*T.C Comm.  
T.A. Reso.*

June 25, 2022

Honorable Town Board  
Town of Lancaster  
Lancaster, NY 14086

*(Handwritten initials)*

Re: **Award of Contract**  
Exterior Fencing  
Dog Control Facility



Dear Board Members:

In June of 2019, the Town received a Grant of \$125,000 from NYS for the work at the Historic Building and Exterior Fencing at the Dog Control Facility. The breakdown was \$115,000 for the Historic Building and \$10,000 for the fencing. As part of the new Dog Control Facility undertaking, we sent out for Quote, the installation of the outside fencing. It was not part of the Grant received for the Facility itself.

Originally, five (5) Quotes were requested and two (2) were received. The fence was re-quoted with a lower Umbrella Insurance Limit of \$3,000,000.00. Only one response was received. The Town has met with the contractor and made minor revisions to the layout.

We now recommend Award to Iroquois Fence, Inc., 51 North America Dr., West Seneca, NY 14224 in the amount of \$12,350.00. (Please note if paid via Credit Card the price is \$12,785.00)

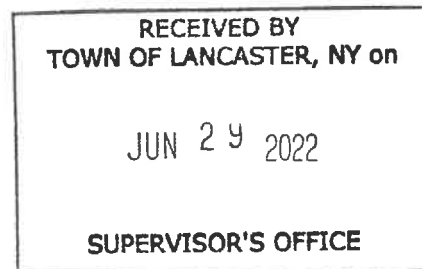
We request a Resolution to Award the Fencing Contract to Iroquois Fence, Inc., 51 North America Dr., West Seneca, NY 14224 in the amount of \$12,350.00.

Respectfully submitted,

*(Handwritten signature of Edward Schiller)*

Edward Schiller, P.E.  
Town Engineer

cc Town Clerk  
Town Attorney  
Dog Control Officer



22-06-25-06168G-J3 Exterior Fence-TB-l-rec of award-es

**SUPERVISOR**  
Ronald Ruffino Sr.

**COUNCIL MEMBERS**

Adam Dickman  
David Mazur  
Robert Leary  
Mark Burkard

*T.C. Comm.*  
*T.A. Reso.*  
*PR*



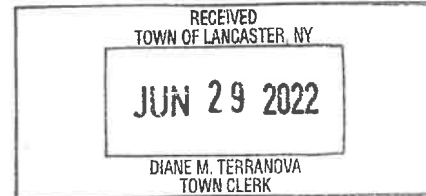
448  
**Deputy Highway Superintendent**  
Michelle Barbaro

525 Pavement Road  
Lancaster, NY 14086  
716-684-3320 phone  
716-685-3497 fax

June 29, 2022

**REVISED: COMMUNICATIONS**

Honorable Town Board  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086



Dear Honorable Town Board:

I would appreciate if you would sponsor a resolution allowing Lancaster Depew Baseball to hold a Chicken Barbecue with Carrubba's Chicken Pit, at Westwood Park, Sunday, July 10, 2022. Attached, please find all required certificates.

If you have any questions or concerns, please do not hesitate to contact me.

Respectfully submitted,

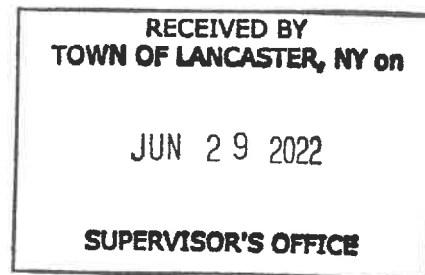
*Michelle Barbaro*

Michelle Barbaro  
Deputy Highway Superintendent  
Town of Lancaster

MB/tk

Enc.

Cc: Ronald Ruffino, Sr., Supervisor  
Pamela Cuiello, Director of Finance  
Thomas Fowler, Town Attorney  
Leza Braun, Legal Assistant  
Diane Terranova, Town Clerk



# Youth Bureau

T.C. Comm.  
Fay / Backert  
(P)

June 16, 2022

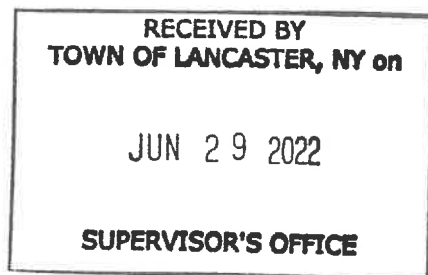
Mr. Ronald Ruffino  
Supervisor  
Town of Lancaster  
21 Central Ave.  
Lancaster, NY 14086



Dear Mr. Ruffino and Town Board Members:

I am recommending the following individuals for various part-time temporary seasonal positions in the Youth Bureau's Summer Skills Reinforcement & Enrichment Programs, effective July 6, 2022 through August 31, 2022.

<u>Name:</u>	<u>Position:</u>	<u>Rate:</u>
Katie Lutz Lancaster, NY 14086	Tutor (Reading & Math Instructor)	\$17.00 hr. (rehire)
Kevin Koperski Germantown, MD 20874	Tutor (Technical Director)	\$16.50 hr. (rehire)
Linda Conroy Batavia, NY 14020	Tutor (Costume Coordinator)	\$14.00 hr. (new hire)



Sincerely,

*John Trojanowsky*  
John Trojanowsky  
Executive Director

June 29, 2022

*T. C. Comm.  
Fay/Backet*

Supervisor Ronald Ruffino  
And Honorable Council Members  
Town of Lancaster,  
21 Central Ave.  
Lancaster, NY 14086

Dear Supervisor, Ruffino and Honorable Council Members:

I respectfully submit the following individuals for your consideration to be appointed to the position of part-time permanent employee in the Lancaster Dog Control Department. The position will be for 19.5 hours a week without benefits.

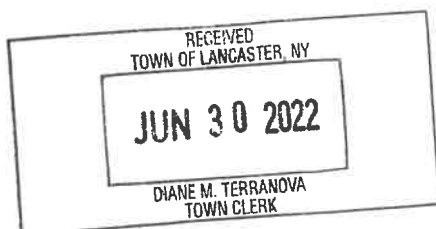
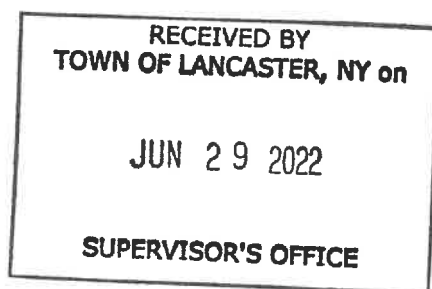
<u>NAME</u>	<u>POSITION</u>	<u>PAY RATE/HR.</u>	<u>EFFECTIVE</u>
Mark Accurso	Dog Control Officer	\$16.00	July 6, 2022

Should you approve, I would like to request that a resolution be placed on the agenda for the Tuesday, July 5, 2022, Town Board Meeting.

Sincerely,

*Jean Karn*

Jean Karn  
Lancaster Dog Control



# LANCASTER POLICE DEPARTMENT



WILLIAM J. KARN, JR.  
CHIEF OF POLICE

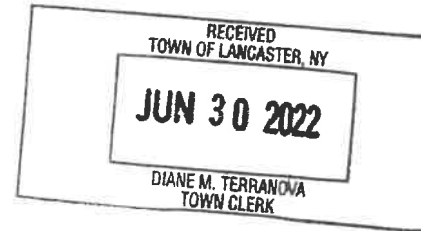


525 PAVEMENT ROAD  
LANCASTER, NY 14086



TEL: (716) 683-2800  
FAX: (716) 681-2352

## MEMORANDUM



**TO:** Diane Terranova, Town Clerk

**FROM:** Chief William J. Karn, Jr.

**DATE:** June 30, 2022

**SUBJECT:** Articles/Communications

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Please place the attached documents on communications.

If there are any questions, please feel free to contact me.

Enclosures

# Lancaster drunk driver sentenced for killing teenage bicyclist

By [arizzo@beenews.com](mailto:arizzo@beenews.com) | on June 30, 2022



Czajka

On Friday, Erie County District Attorney John J. Flynn announced that 55-year-old Kevin J. Czajka of the Town of Lancaster was before State Supreme Court Justice Paul P. Wojtaszek, facing an indeterminate sentence of up to five years in prison.

On Aug. 28, 2020, at approximately 10 p.m., the defendant was driving a vehicle, while under the influence of alcohol, eastbound on Pleasant View Drive in the Town of Lancaster when he hit two teenage boys who were riding their bicycles. The defendant drove off without reporting the incident. He was located a short time later by Lancaster Police Officers.

Both victims were taken by ambulance to ECMC. One victim, 18-year-old Maytham Vukelic of East Aurora, died at the hospital. The second victim was hospitalized for several days for a serious physical injury.

Czajka pleaded guilty on May 31 to one count of Aggravated Vehicular Assault (Class "C" felony) and one count of Second Degree Vehicular Manslaughter (Class "D" felony), the highest counts in the indictment against him. As part of his sentence today, the defendant's driver's license was revoked. Flynn commended the Lancaster Police Department for their work in the investigation.

The case was prosecuted by Chief Paul J. Glascott of the Vehicular Crimes Bureau.

## **Lancaster, N.Y. Police Department**

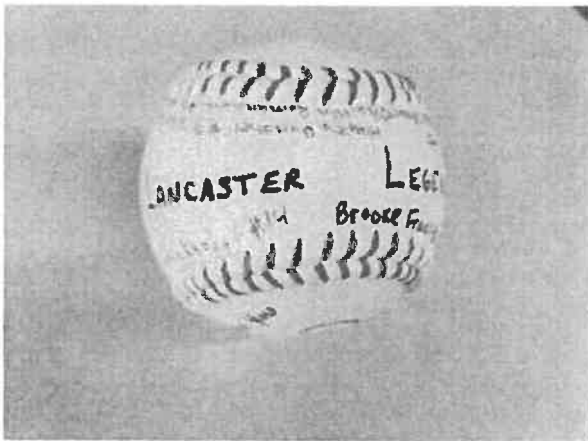
The Lancaster Police Department is a New York State Department of Criminal Justice Services Accredited agency and has been accredited since 2017.



## Lancaster, N.Y. Police Department

Thank you to the Lancaster Legends girls' varsity softball team and Coach Kelly Ambrose for giving us this softball, which was signed by all their players. The year's team won the Section VI Championship and made it all the way to the New York State Final Four tournament. We were happy to provide a police escort for the team bus as it drove through Lancaster en route to the tournament.

*Congratulations* on a great season!







# Town of Lancaster

**BUILDING DEPARTMENT**  
 21 CENTRAL AVENUE  
 LANCASTER, NEW YORK 14086  
 716-684-4171  
 FAX 685-5317

7/1/2022

Drainage & Storm Sewer Committee  
 Town of Lancaster  
 21 Central Ave.  
 Lancaster, NY 14086

Re: MS4 Report, June 2022

Committee members,

Total complaints for June 2022- 5  
 Year to date complaints- 26  
 June 2022 MS4 violations- 0  
 Year to Date MS4 violations- 0

Committee members,

MS4 Violations remain at zero for 2022.

The ponds at Pleasant Meadows remain unaddressed and are in violation of Town Code, Chapter 291 and GP-0-15-002 SPEDES Permit.

A complaint at 41 Meadow Lea illicit discharge was investigated and found compliant. Work on site was to regrade the rear yard for sheet flow into the newly installed system and pool discharge is verified to empty onto a lawn for filtration prior to entry into the system.

Several parcels surrounding older subdivisions have experienced blockage to the Public Drainage easements and facilities designed to accept flow from offsite sources. Public outreach is recommended to subdivision subplot owners clarifying these systems are accessible to all the parcels surrounding them.

A 4-hour NY State endorsed training was completed on June 29, 2022, for 3 year Certification in Erosion and Sediment Control related to GP-0-20-001 SPEDES Permit.

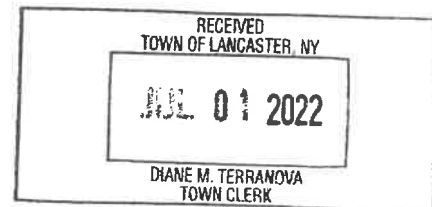
Respectfully,

Matt Fischione, Stormwater Management Officer  
 Town of Lancaster Building and Zoning Department

MF

Enc.

Email CC: Ed Schiller, Town Engineer





**NEW YORK**  
STATE OF  
OPPORTUNITY

**Department of  
Environmental  
Conservation**

## **Endorsed Training**

### ***Certificate of Completion***

**Matt Fischione**

*Is hereby awarded this Certificate signifying completion of the course:*

***“NYS DEC 4-Hour Erosion and Sediment Control Training”***

***Attested Day of Training: 6/29/2022***

***Assigned Trainee Stormwater Identification Number – SWT #29T-062922-26***

*This Erosion and Sediment Control (E&SC) Training is Endorsed by the NYS Department of Environmental Conservation, Division of Water, for “Trained Contractors” and Certain “Qualified Inspectors” who must receive 4 hours of E&SC training every three years to satisfy requirements under the Construction Activity State Pollution Discharge Elimination System (SPDES) General Permit.*

***Expiration: 3 years from date of training***

Instructed by: Donald R Stribick (NYSDEC SWT #0029)

Kelly N Emerick (NYSDEC SWT #0040)

Town of Lancaster  
**Complaint By Type**  
6/1/2022 - 6/30/2022  
Complaint Type: Drainage

Complaint #	Open Date	Status	Location	Identifier	Owner
<i>Complaint Type: Drainage</i>					
2022-0439	06/02/22	Open	00 Sugarbush Ln	126.10-1-52	Josela Enterprises Inc
2022-0457	06/09/22	Open	705 Pavement Rd	94.00-3-4	Sandra Gandy
2022-0469	06/10/22	Open	66 Brunck Rd	127.01-1-10	Daryl Pierce
2022-0472	06/02/22	Open	53 Running Brook Dr	126.10-1-49	Joseph Kuczmariski
2022-0489	06/20/22	Closed	1112 Penora St	115.14-10-64	Frank Swerdlin
<b>Complaint Type: Drainage</b>					<b>Total #: 5</b>
					<b>Grand Total: 5</b>

**Town of Lancaster**  
**MS4 Report**  
**Reporting Period: June 2022**

**SWPPPs Active**

Cross Creek  
Pavement Rd Storage  
Hamlet Meadows  
Blackstone  
Hidden Meadows

Juniper Townhouses  
Plumb Creek  
Pleasant Meadow Square  
Orvilles Walden Ave  
Summerfield Farms 7  
Summerfield Farms 8  
Windsor Ridge South  
455 Pleasant View Drive  
149 Gunville Rd  
Robert James Sales Walden Ave  
73 Cemetery Rd  
Cross Creek Phase 8  
Cadby Industrial Park  
National Fuel UNY Project  
NEXTEra Power Line  
Commerce Heritage  
5839 Genesee St  
National Grid Cemetery Rd  
Soil Recycling Facility  
Dollar General

**SWPPPs In Review**

Try-It Distribution  
Fieldstream Subdivision  
5807 Broadway  
Shop & Storage Genesee St

**Outstanding SWPPP/MS4 Violations**

73 Cemetery Rd

**Stormwater Ponds**

Developed schedule for yearly Inspections required by owners  
Rue Madeline – In process of rectifying ownership issue to allow maintenance by town.  
Sugarbush Lane - In process of rectifying ownership issue to allow maintenance by town.  
Sawgrass Lane – Residents on notice for maintenance. Awaiting remediation plan  
Enchanted Forest – Letters sent to residents regarding pond maintenance.  
Sterling Ct - Letters sent to residents regarding pond maintenance.  
St. Anthony – Town reconstructed per original design. Need ownership transfer.

**MS4 Inspections**

Outlet inspections being planned for 2022.  
Inspecting ongoing construction projects.

6/30/22

**Stormwater Agreements not executed:**

- 1) OO Lancaster Pkwy-Gelert Devel & Commerce Ctr Joint Venture
- 2) Broadway & Bowen (L. James #2210) (L.J. Req change to Agmt- waiting \$5)
- 3) Hidden Meadow
  - A. Wolfram 58 Hidden Meadow
- 4) Linquines
- 5) Rite Aide
- 6) Sterling Place (except #70)
- 7) Try-It Distributing #4642

**Stormwater Agreements executed but NOT filed with Erie County:**

- 1) Angry Buffalo
- 2) Hamlet Meadow Patio & Belvedere (refile)
- 3) Hidden Meadow
  - a) Mesanovic 60 Hidden Meadow
- 4) Severyn SD
- 5) Sterling Place
  - A. 70 Sterling Place
- 6) Shop & Storage-Walden Ave

# LANCASTER POLICE DEPARTMENT

453



WILLIAM J. KARN, JR.  
CHIEF OF POLICE

*T.C. Comm.  
Fay/Backed*  
*(Signature)*



525 PAVEMENT ROAD  
LANCASTER, NY 14086



TEL: (716) 683-2800  
FAX: (716) 681-2352

June 16, 2022

Honorable Town Board and CSEA White Collar Union  
21 Central Avenue  
Lancaster, NY 14086

Re: Overtime related to records clerk position

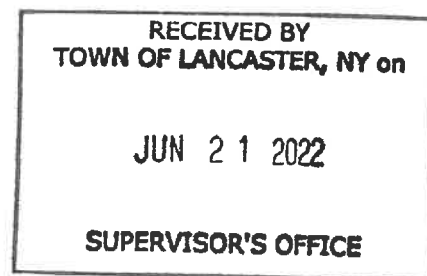
Dear Supervisor Ruffino, Honorable Town Board and CSEA President Pease,

As you are aware, the Police Department currently has a clerk typist vacancy after the unexpected resignation of our previous records clerk. We have been having two of our other clerks, Karen Plewik and Amy Sharkey, cover the duties of this position until we can get a replacement appointed and trained. This has involved both of them working a fair amount of overtime on evenings and weekends. Amy has even decreased her hours working at her second part-time job, in order to help us keep up on the important tasks related to the records clerk position.

Karen and Amy have recently approached me about being allowed to be paid cash for this overtime, as they are contractually capped at 40 hours of paid overtime per year. I am in favor of this, as I believe it is only fair that the Town compensate them for the extra work they are putting in to keep us caught up on time sensitive tasks, such as discovery and FOIL requests. So I am respectfully requesting that the Town and white collar union complete an M.O.A. allowing these two clerks to be paid for all overtime hours (not capped) until we get a new records clerk appointed and trained. I am asking that the start date be June 16, 2022, with an anticipated end date of August 5, 2022.

Sincerely yours,

*William J. Karn, Jr.*  
William J. Karn Jr.  
Chief of Police



454



# Village of Lancaster

T.C. Comm.

(P)

**Municipal Building**  
**5423 Broadway**  
**Lancaster, NY 14086**  
**Telephone: (716) 683-2105**  
**Facsimile: (716) 684-4830**  
**[www.lancastervillage.org](http://www.lancastervillage.org)**

06/27/2022

Dear Stakeholder,

The construction of the Downtown Lancaster Roundabouts will begin in July. A stakeholder meeting is scheduled for Wednesday, July 6, 2022 at 6:00pm at the Village Hall. Representatives of the Village's Construction Inspection firm will be present to provide the contractor's schedule and phasing of construction.

The project will replace the signalized intersections at Central Avenue/Pleasant Avenue West and North Aurora Street/Pleasant Avenue West with landscaped roundabouts. Pleasant Avenue West, between the intersections, will be reconstructed as a Complete Street, with a reduced roadway width with bicycle lanes, parallel parking, and a pedestrian crossing with median refuge and a flashing beacon. The roadway improvements will include new pavement, curbs, sidewalks, bus stop amenities, a landscaped median, pavement markings, signage, roadside lighting and landscaping. These improvements will result in slower, but more efficient traffic flow, and reduce delay and emissions, while improving pedestrian safety and advancing downtown revitalization efforts.

If you are interested, please plan to attend the stakeholder meeting to learn more about the project schedule on Wednesday, July 6, 2022 at 6:00pm in the upstairs meeting room at Village Hall. The construction project liaison will be introduced at the stakeholder meeting and will be the main point of contact throughout this project for the stakeholders.

Thank you,

Village of Lancaster Project Team

